

Town of Harpswell
Mitchell Field Committee Meeting
October 5, 2015

Attendees: Jane Covey, Rob Roark, Don Miskill, David Chipman, Nate Wildes and Scott Sheffer.

Also present: Jim Hays, Ellie Multer

A quorum was present. The meeting was called to order at 5:35 PM.

Meeting Minutes: The September 2, 2015 meeting minutes were approved as written [6-0-0].

Old Business: Action Items (not listed in any specific priority order)

- **Action item: Draft front gate parking area expansion site plan.**
- **Action Work List:** Tel-Com Conduit Repairs, North Side Trail Stile, Creek Clearing, pour concrete slabs on which to set granite benches, remove dead tree at entrance copse, repair trail ruts, asphalt road repairs, till and smooth lower meadow so it is usable as a grass playing area, remove remaining fence barb wire, burn or remove invasive plants debris at concrete pad, remove barb wire from concrete pad, fill holes at waterfront & beside Admin Building and Sentry Building Refurbishment.
- **Action item: Bluff Area Work Plan.**
- **Action item: Trim Oak trees at entrance and improve visibility of the entrance.**
- **Action item: Develop and implement invasive species mitigation and removal plan.**
- **Action item: Develop a strategic plan to upgrade and maintain the open meadows.**
- **Action Item: Pier Disposition and Boat Launch Action List for 2016 Town Meeting.**
- **Action Item: Water tower disposition recommendation due in 2016.**

New Business:

- **BoS Mitchell Field Workshop:**
 - Mark Eyerman could not attend but he forwarded his notes from the workshop.
 - Jane indicated to Kristi that the MF committee had approved a motion for the HCA and Ash Point Library to meet directly with the town administrator about proposed requests for facilities at MF.
 - Don to forward August minutes with the motion to Kristi.
 - What considerations does the MF committee want the town to consider when negotiating use of the administration building:
 - Possible town offices, Harbormaster and/or Recreation.
 - Public use restrooms and changing rooms.
 - Parking plan to include beach goers.
- **Boat Launch** – Discussion centered on identifying the critical issues that must be addressed in order to finalize costs estimates and the warrant article. There were 6 key issues.
 1. **Final Design** – All tide, 1 or 2 trailer width ramp, and float location, in the middle or alongside.
 2. **Updated Cost Estimate** from Barney Baker or a construction contractor. Need cost estimates for both ramp widths. The BoS will make the final decision.
 3. **Parking Areas** – Trailer area and overflow parking in the lower meadow. Need cost estimates.
 4. **Traffic Pattern** – How do we move boaters to the ramp so they don't conflict with beach goers?
 5. **Use Fees** – Resident and/or non-resident. How do we collect them? Onsite employee?
 6. **Annual Operating & Maintenance Costs** – for the ramp, floats and a possible employee?

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Pier Disposition – All options have significant costs. Following were key discussion points:

- Both dolphins should be removed.
- Continue public use of the small boat basin structure.
- Are there any envisioned uses for which we should rehabilitate the entire pier?
- Need a concerted effort to solicit possible business use.
- What about education and recreation?
- Jim Hays [Harbormaster] recommended saving the first section of the approach pier from the causeway and building a smaller public pier.
- Can we build a smaller public pier coming straight off the causeway without using any of the old structure?
- What would the annual maintenance costs be?
- **Community Garden:**
 - Bowdoin Common Good students built hugle beds.
 - October 17, the gardens will be put to bed for the winter.
 - The pump and battery are stowed for the winter. T faucet has been drained.
- **Field Activity** – The good weather has brought out the crowds. Don has printed a small card that asks people to refrain from parking on the grass. It is written in a positive, friendly tone and will be placed under the windshield wiper. The card will be sent to the other committee members.
- **Additional MF committee meetings** – Must have the final warrant article ready in December.
 - **Monday, October 19 at 5:30 PM (additional)**
 - **Monday, November 2 at 5:30 PM (regular)**
 - **Monday, November 16 at 4:30 PM. (additional)**
- **2016 MF Budget** – Diane and Marguerite are taking care of it.
- **Signs Update:**
 - DOGPOT signs remain to be posted after we change out the station posts.
 - Don will get a copy of the Mitchell Field Rules with the latest approved change.
 - Don is working with Dave Brooks to finalize the design and materials list.
 - Need to install the 4x4 post for the Community Garden sign.
- **Water Tower** – David Chipman asked the committee for a motion allowing him to work directly with the town administration on uses for the water tower. A motion was made [D. Chipman], seconded [N. Wildes] and approved [6-0-0].

Motion: We, the Mitchell Field Committee, authorize David Chipman to work directly with the town administration on possible uses for the water tower.
- **Bandstand** – Last concert was this past Sunday. Very successful season.
- **Bluff Area Work** - Bowdoin Common Good students removed 3000 feet of barbed wire. Will try to counteract the ants in one area along the road on the bluff and remove some isolated fence pieces left along the area where most of the fence has already been removed.
- **Invasive Species** – Jane says the working group is moving forward with a survey to develop the mitigation and removal plan. Noted that they should check with the Conservation Commission before any herbicides are applied.
- **Action items** – Nothing further to add.

Handouts:

- [M. Eyerman] Notes from Selectmen's Mitchell Field Workshop dated September 25, 2015.

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Next Meeting:

- MFIC meeting on October 21, 2015 at 4:30 PM at the Town Office
- MFIC meeting on November 2, 2015 at 5:30 PM at the Town Office
- MFIC meeting on November 16, 2015 at 4:30 PM at the Town Office
- MFIC meeting on December 7, 2015 at 5:30 PM at the Town Office

The MFIC Meeting adjourned at 6:55 PM

Respectfully submitted,
Don Miskill, Secretary